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ABSTRACT

A study was conducted of students at Saddleback College (SC) in California, who requested that transcripts be sent to a four-year college, university, or professional school between November 1, 1992 and April 30, 1993. The study sample included only students who were registered in both fall 1992 and spring 1993, because those students were more likely to have utilized the Transfer Center services while at SC, and could therefore be contacted after transferring to evaluate the performance of the center. Study findings included the following: (1) a total of 23,330 transcripts were mailed during the study period, of which 1,794 (7.7%) met the requirements for this study and were included in the student data base created for the Transfer Center; (2) the transcripts evaluated in the study were requested by a total of 914 students, representing 7.3% of all continuing students at SC in spring 1993; (3) 55% of all the cohort students were female, including 86% of the students aged 40 or older; (4) 52% of the cohort had indicated a transfer goal upon entering SC; (5) 79% of the cohort were non-Hispanic whites; (6) excluding second transcript requests by students for the same college (n=247), 63% of students requested only one transcript, while 19% sent out two transcripts; (7) of students sending out a single transcript, 54% chose the California State University (CSU) system, 14% chose out-of-state schools, and 11% chose the University of California; and (8) 56% of the students who sent transcripts to the CSU system chose the Fullerton campus. Data tables; a list of the 216 institutions receiving transcripts, including the numbers of students sending transcripts and the type of institution; and copies of the SC admissions and transcript request forms are included. (PAA)

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Description of Spring 1993 Continuing Saddleback College Students Who Requested that their Transcript be sent to Four-Year Colleges or Universities between November 1, 1992 and April 30, 1993

by

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U.S. DEPARTMENT OF EDUCATION
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Introduction

As a means of estimating the size of the group of Saddleback College students interested in transferring to a four-year college, university, or professional school for the Fall, 1993 term a research project was initiated by the Coordinator of the Transfer Center which had the support of both the Dean of Counseling and Special Programs and the Dean of Admissions, Records and Outreach. The data collection technique chosen for this task required the researcher to read each completed transcript request form submitted to the Office of Admissions and Records between November 1, 1992 and April 30, 1993. This request form identified the student and the destination of the transcript. Those transcript requests submitted by students who were registered at Saddleback College for both the Fall, 1992 and Spring, 1993 terms and that were destined for a four-year college, university, or professional school were selected for tabulation. Because the Coordinator of the Transfer Center would like to develop a follow-up evaluation component in the near future for the Center's activities, she asked that these selected transcript requests also be used to create a data base that included the identity of these students and the institutions to which they were interested in transferring.

While the design and goals of this project were straight forward, the quantity of data that had to be reviewed was enormous. Consequently, it was

possible to complete the required tasks only because of the care and skill with which the original transcript requests had been organized and filed by Ms. Carolyn Slimmer, Admissions and Records Specialist II. It is with a great deal of gratitude that the researcher acknowledges her daily assistance with this project over the many months it lasted and without whose help the project could not have been attempted.

Procedure

The request form for each Saddleback College transcript mailed between November 1, 1992 and April 30, 1993 was located and reviewed. If the transcript was sent to a four-year college, university, or professional school and the student was enrolled in the Saddleback Community College District for both the Fall, 1992 and Spring, 1993 semesters the information on the transcript request form was recorded and placed in a developing student data base using Excel and a Macintosh IIsi.

The study was limited to students who were enrolled both terms of the 1992-1993 academic year, because a major purpose of this project was to provide a list of students who were likely to be interested in transferring for the Fall, 1993 term and who could later be contacted by the Transfer Center staff to evaluate the performance of the Center. By their presence on campus for the 1992-1993 academic year, the students selected were the ones most likely to have taken advantage of the Center's services and were in the best position to evaluate these services.

It is quite likely that more students were interested in transferring from Saddleback College to four-year colleges and universities for the Fall, 1993 term than are reflected in the tabulations presented below. For example a student who finished her transfer requirements during the Fall, 1992 term and did not enroll at Saddleback for the Spring, 1993 term would not be

included in this study, even though she was just waiting to transfer in Fall, 1993. Similarly a student who stopped out for the Fall, 1992 semester but returned and completed his transfer requirements during the Spring, 1993 term would not be included in this study. While it may seem a simple matter to include these students, doing so would greatly increase the uncertainty as to the transfer intent of the resulting group of students. For example, a student enrolled in the Fall, 1992 term who did not return for the Spring, 1993 term may have already transferred for the Spring Semester or Winter Quarter and thus should not be part of a Fall, 1993 transfer cohort. A student enrolled in Spring, 1993 term but not the previous Fall may have already transferred but returned to Saddleback College to clear a course deficiency for the four-year college or university at which she was currently enrolled.

Results

The total number of transcripts mailed out by the Saddleback College Office of Admissions and Records during the period of the study, November 1, 1992 through April 30, 1993, was 23,330. Of these transcripts 1,794 met the requirements for this study and were included in the student data base created for the Transfer Center. The number of transcripts sent out and those selected for the study for each of the six months of the project are shown in the table below:

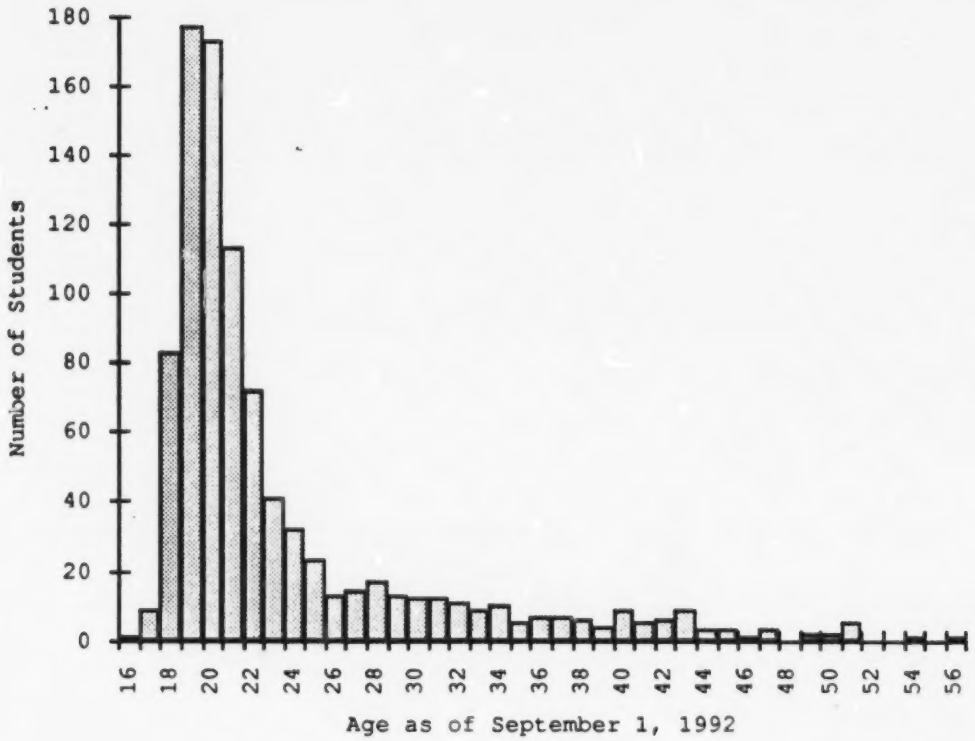
Month	Total Transcripts Mailed	Transcripts Selected for this Study	Percent of Total Transcripts Selected
November, 1992	3,281	174	5.3%
December, 1992	2,598	128	4.9%
January, 1993	6,326	464	7.3%
February, 1993	5,220	600	11.5%
March, 1993	3,400	275	8.1%
April, 1993	2,505	153	6.1%
Total	23,330	1794	7.7%

The large jump in transcript requests in January and February was undoubtedly due to the fact that Fall, 1992 grades were posted on each student's transcripts on January 25, 1993. Many students had previously submitted a transcript request form, but had asked that their transcript not be mailed until Fall grades were shown. These transcripts then went out beginning January 25, 1993. Other students waited until after this date to submit their transcript requests. These started going out at the end of January and continued through February.

Of the 1794 transcripts that were included in this study, 247 were sent to the same schools by the same individuals. These duplications were probably due in some cases to the colleges requesting a copy of a transcript with Fall, 1992 grades posted after an earlier copy had already been received. For other students it is possible that the original transcript was misplaced by the receiving school and another copy was requested. There are undoubtedly many reasons for the repeated transcript requests. The total number of distinct transcript requests sent to different schools by different students was 1547 or 86 percent of the transcripts included in this study.

The transcripts request forms selected for this study were completed by 914 students. Since the total number of students enrolled in credit instruction at Saddleback College for both Fall, 1992 and Spring, 1993 was 12,564, the Spring, 1993 continuing students who requested that transcripts be sent to four-year colleges or universities represented 7.3 percent of the continuing students at Saddleback College. This group contained 502 female students (55 percent) and 412 male students (45 percent).

The distribution of ages (as of September 1, 1992; essentially the beginning of the Fall, 1992 term) of the students in the data base is shown in the figure below:



The average age of the female students in the data base was 24 while that of the males was 22. Looking only at the two most frequent ages, 19 and 20, the female (51%) and male (49%) students were almost equally represented. The group of 133 students who were 30 or older is 71 percent female. The group of 50 students who were 40 or older is 86 percent female.

When students first applied to Saddleback College they completed an application and were asked to state their educational goal. Slightly over half (52 percent) of the students selected for this data base indicated that their main educational goal was to obtain a bachelor's degree. The complete distribution of responses the students gave when asked to describe their main educational goal is shown in the table below:

Main Educational Goal	Number of Students	Percent of Total Number of Students
Obtain a Bachelor's degree after completing an Associate's Degree	306	33%
No Response	189	21%
Obtain a Bachelor's degree without completing an Associate's degree	169	18%
Undecided on goal	118	13%
Obtain a vocational certificate and transfer	44	5%
Prepare for a new career (acquire new job skills)	22	2%
Personal development (intellectual, cultural)	22	2%
Discover/develop career interest, educational plans and goals	11	1%
Obtain a two-year Associate's degree(vocational) without transfer	11	1%
Advance in current job/career (update job skills)	10	1%
Obtain a two-year Associate's degree (non-vocational) without transfer	5	less than 1%
Maintain license (e.g. nursing, real estate)	5	less than 1%
Obtain a vocational certificate without transfer	1	less than 1%
Improve basic skills in English, reading or mathematics	1	less than 1%

The ethnicity of the 914 students selected for the data base is predominantly (79 percent) white, non-Hispanic. The complete ethnic distribution of these students is shown in the following table.

Ethnicity	Number of Students
White, Non-Hispanic	723
Other Asian	79
Other Hispanic	45
Decline to State	14
American Indian, Alaskan Native	9
No Response	7
Chinese	7
Mexican, Chicano, Mexican-American	5
Middle Eastern	5
Other Non-white	5
Black, African-American	4
Vietnamese	3
Filipino	2
Korean	2
South American	2
Central American	1
Pacific Islander: Hawaiian	1

As noted above, a total of 1547 distinct (i.e. after repeated requests had been deleted) transcripts were sent out by the 914 students in the data base. Nearly two-thirds of this group sent out only one transcript, while nearly twenty percent sent out exactly two. In the table below is shown the number of students who sent exactly one transcript, the number who sent out exactly two transcripts, and so on.

Number of Schools to which transcripts were sent	Number of Students	Percent of Total Number of Students
1	577	63%
2	171	19%
3	92	10%
4	38	4%
5	23	3%
6	8	1%
7	3	Less than 1%
8	1	Less than 1%
9	0	0%
10	0	0%
11	0	0%
12	1	Less than 1%

Of the 577 students who sent out a single transcript to a college or university, most (54 percent) chose a branch of the California State University (CSU) System. While seven percent chose one of the two California

Polytechnic State Universities (Cal Poly), the remaining students were fairly evenly divided between branches of the University of California (UC) (11 percent), private colleges in California (14 percent), and colleges located out of California (14 percent).

For those 314 students who selected a branch of CSU as the destination of their single transcript request, not surprisingly CSU-Fullerton was the most popular. It was chosen by 175 students or 56 percent of this group. CSU-Long Beach ran a distance second with 44 students and CSU-San Marcos third with thirty students.

The 41 students who decided to direct their single transcript request to Cal Poly divided themselves into two nearly equal groups by their choice of campus. Twenty-one students chose Cal Poly-Pomona and twenty had their transcript sent to Cal Poly-San Luis Obispo.

For those 65 students who sent their single transcript to a campus of UC the most frequently selected was UC-Irvine with 55 percent of this group. UC-San Diego followed with 17 percent of these students.

For those 79 students who sent their single transcript to a private college or university located in California, 22 percent were directed to the University of Southern California. Chapman University was second most popular and was selected by 10 percent of these students.

For those 78 students who sent their single transcript to a college located outside of California there was no consensus choice. While 6 students chose the University of Arizona; Arizona State University, Northern Arizona University, and Brigham Young University were each selected by four students.

It was interesting to compare certain demographic characteristics of the students who sent out their single transcript to the most popular branch of UC: Irvine, and those students who sent out a single transcript request to the

most popular branch of CSU: Fullerton. Of the 175 students who sent their single transcript to CSU-Fullerton, 68 percent were female. The average age of these female students was 28 and the average age of the male students was 25. Of the 36 students who sent their single transcript to UC-Irvine, 61 percent were female. The average age of the female students was 27 and the average age of the male students was 30. Thus while the distribution of female and male students was fairly similar, and the female students interested in UC-Irvine were slightly younger than those who sent their transcript to CSU-Fullerton, the male students applying to UC-Irvine tended to be five years older than those seeking admission to CSU-Fullerton.

For the purpose of analysis the institutions to which transcripts were sent were divided in to five categories: CSU, Cal Poly, UC, Private in California, Out of California. If we look at all 914 students in the data base we find that 82 percent sent transcripts to only one of these five basic categories of institutions. The distribution of these 745 students among the five categories is shown in the table below.

Category of Institution	Number of Students
CSU only	404
Out of California only	119
UC only	96
Private in California only	83
Cal Poly only	43

Another 140 (15 percent) of the 914 students in the data base sent transcripts to exactly two of these categories. The most popular choice was the pair: UC and CSU. While forty students selected this option, another 31 sent transcripts only to branches of CSU and to colleges located out of

California. The complete distribution of the number of transcripts sent only to pairs of categories of institutions is shown in the table below.

Categories of Institutions	Number of Students
CSU and UC only	40
CSU and Out of California only	31
CSU and Cal Poly only	17
CSU and Private in California only	12
Private in California and Out of California only	12
UC and Out of California only	11
UC and Private in California only	7
UC and Cal Poly only	5
Cal Poly and Out of California only	4
Cal Poly and Private in California only	1

Twenty-four students sent transcripts to exactly three of these college categories. The students were dispersed fairly evenly over the various possible combinations. The most frequent, with six students, was the mix of UC, CSU, and Cal Poly. The complete distribution of those who selected exactly three categories is shown in the table below.

Categories of Institutions	Number of Students
UC, CSU, and Cal Poly only	6
UC, CSU, and Out of California only	5
UC, CSU, and Private in California only	4
CSU, Cal Poly, and Private in California only	3
CSU, Cal Poly, and Out of California only	3
CSU, Private in California, and Out of California only	2
UC, Cal Poly, and Out of California only	1

Five students sent transcripts to schools in four different categories. One student sent transcripts to UC, CSU, Cal Poly, and to colleges out of California. Four students sent transcripts to UC, CSU, private colleges in California , and colleges out of California.

Looking back at the entire group of 914 students in the data base, over half sent at least one transcript to a college in the CSU system. More students sent transcripts to colleges out of California than sent them to branches of the University of California. The number of students who sent transcripts to each of the five categories of institutions is shown in the table below:

Category of Institution	Number of Students	Percent of the Total Number of Students
CSU	531	58%
Out of California	193	21%
UC	180	20%
Private in California	128	14%
Cal Poly	124	14%

The complete list of 216 colleges/campuses to which students in this data base sent transcripts is included in the following table along with an indication of the number of students who sent transcripts to each of these schools.

COLLEGES AND UNIVERSITIES TO WHICH STUDENTS SENT TRANSCRIPTS

In the table below are shown the colleges and universities to which students in the data base sent transcripts. The colleges are identified as belonging to one of the following categories: a member of the California State University System (CSU), a branch of the University of California (UC), one of the two California Polytechnic State Universities (Cal Poly), a publicly supported college, a privately supported college. In addition, the number of students who sent transcripts to each of these colleges is shown in the first column.

Number of Students	College Category	College, University or Professional School
269	CSU	California State University, Fullerton 800 N. State College Blvd. P.O. Box 34080 Fullerton, California 92634-9480
127	CSU	California State University, Long Beach 1250 Bellflower Blvd. Long Beach, California 90840-0106
84	CSU	San Diego State University 5300 Campanile Drive San Diego, CA 92182-0771
78	UC	University of California, Irvine Irvine, California 92717
62	UC	University of California, San Diego 9500 Gillman Drive La Jolla, California 92093
50	CSU	California State University, San Marcos 820 West Vallecitos Blvd. San Marcos, CA 92069-0001

50	UC	University of California, Santa Barbara 1210 Cheadle Hall Santa Barbara, California 93106
46	Cal Poly	California Polytechnic State University, Pomona 3801 West Temple Ave. Pomona, California 91768-4003
45	CSU	San Francisco State University 1600 Holloway Ave. San Francisco, California 94132
43	Cal Poly	California Polytechnic State University, San Luis Obispo San Luis Obispo, California 93407
34	CSU	California State University, Chico First and Normal Street Chico, California 95929-0720
31	Private	University of Southern California 666 Childs Way Los Angeles, California 90089-0911
29	UC	University of California, Santa Cruz Cook House Santa Cruz, California 95064
28	UC	University of California, Los Angeles 405 Hilgard Ave. Los Angeles, California 90024-1435
22	CSU	San Jose State University One Washington Square San Jose , California 95192-0009
21	Public	University of Arizona Robert L. Nugent Building Tucson, Arizona 85721
20	CSU	Humboldt State University Arcata, California 95521

18	CSU	Sonoma State University 1801 E. Cotati Ave. Rohnert Park, California 94928
17	Public	Arizona State University Tempe, Arizona 85287-0112
16	Public	University of Colorado at Boulder Regent Administrative Center 125 Campus Box 6 Boulder, Colorado 80309-0006
15	Public	Northern Arizona University P.O. Box 4084 Flagstaff, Arizona 86011-4084
15	Public	University of Washington 1410 NE Campus Pkwy. Seattle, Washington 98195
13	CSU	California State University, Northridge 18111 Nordoff St. Northridge, California 91330
13	Private	Chapman University 333 N. Glassell Orange, California 92666
12	UC	University of California, Berkeley 120 Sproul Hall Berkeley, California 94720
11	CSU	California State University, Fresno 5150 North Maple Avenue Fresno, California 93740-0057
11	UC	University of California, Riverside 1138 Hinderaker Hall Riverside, California 92521
11	Public	University of Oregon 240 Oregon Hall Eugene, Oregon 97403-9968

11	Private	University of San Diego 5998 Alcala Park San Diego, California 92110
10	Public	Colorado State University 200 Administration Annex Fort Collins, Colorado 80521-9984
10	UC	University of California, Davis 175 Mrak Hall Davis, California 95616
7	Private	Brigham Young University Provo, Utah 84602
7	CSU	California State University, Dominguez Hills 1000 East Victoria Street Carson, California 90749-9960
7	CSU	California State University, Los Angeles 5151 State University Drive Los Angeles, California 90032
7	CSU	California State University, Sacramento 6000 J Street Sacramento, California 95819
6	Public	University of Hawaii at Manoa 2530 Dole St. Room C-200 Honolulu, Hawaii 96822
5	CSU	California State University, Hayward Hayward, California 94542-3035
5	Private	Loma Linda University Loma Linda, California 92350
5	Public	Montana State University Room 120 Hamilton Hall Bozeman, Montana 59717-0218
5	Private	Point Loma Nazarene College 3900 Lomaland Drive San Diego, California 92106-2899

5	Public	University of Nevada, Las Vegas 4505 S. Maryland Parkway Las Vegas, Nevada 89154-1021
5	Public	University of New Mexico P.O. Box 4895 Albuquerque, New Mexico 87196-4895
5	Private	University of San Francisco Ignation Heights 2130 Fulton Street San Francisco, California 94117-1080
4	Private	Art Institute of Southern California 2222 Laguna Canyon Road Laguna Beach, California 92651
4	Private	Biola University 13800 Biola Ave La Mirada, California 90639-0001
4	CSU	California State University, San Bernardino 5500 University Parkway San Bernardino, California 92407-2397
4	Private	Mount St. Mary's College 1200 Chalon Road Los Angeles, California 90049
4	Public	Pennsylvania State University 201 Shields Building Box 3000 University Park, Pennsylvania 16802-1294
4	Private	Pepperdine University 24255 Pacific Coast Hwy. Malibu, California 90263-4392
4	Private	University of Redlands P.O. Box 3080 Redlands, California 92373-0999
4	Public	University of Texas at Austin Austin, Texas 78712-1159

4	Public	University of Utah 250 Student Services Building Salt Lake City, Utah 84112
4	Public	Washington State University 342 French Admin. Building Pullman, Washington 99164-1728
3	Private	Azusa Pacific University P.O. Box 7000 901 East Alosta Azusa, California 91702-7000
3	Public	Indiana University 300 North Jordan Ave. Bloomington, Indiana 47405-7700
3	Public	New Mexico State University Box 30001 Dept. 3A Las Cruces, New Mexico 88003-0001
3	Public	Oregon State University Administrative Services B104 Corvallis, Oregon 97331-2106
3	Private	Saint Louis University 221 N. Grand Blvd. St. Louis, Missouri 63103
3	Private	Southern California College 55 Fair Drive Costa Mesa, California 92629-0597
3	Public	University of Colorado at Colorado Springs 1920 Auin Bluffs Parkway P.O. Box 7150 Colorado Springs, Colorado 80933-7150
3	Public	University of Michigan 1220 Student Activities Building Ann Arbor, Michigan 48109-1316
3	Private	University of Phoenix, Orange County Campus 10540 Talbert Ave. Fountain Valley, California 92708

3	Private	Western State University College of Law 16485 Laguna Canyon Road Irvine, California 92718
2	Public	Adams State College Alamosa, Colorado 81102
2	Private	Art Center College of Design 1700 Lida Street Pasadena, California 91103
2	Private	Brooks Institute of Photography 801 Alston Road Santa Barbara, California 93108
2	Private	Carnegie Mellon University 5000 Forbes Ave Pittsburgh, Pennsylvania 15213-3890
2	Public	Eastern Washington University 117 Showalter Hall Cheney, Washington 99004-2496
2	Private	Georgetown University 37th & "O" Street, N.W. Washington, D.C. 20057
2	Public	Iowa State University Alumni Hall Ames, Iowa 50011-2010
2	Private	Kansas City Art Institute 4415 Warwick Blvd. Kansas City, Missouri 64111-1874
2	Private	Loyola Marymount University Loyola Blvd. at West 80th Street Los Angeles, California 90045-2699
2	Private	Mount St. Mary's College, Hope Center 10 Chester Place Los Angeles, California 90007

2	Public	Murray State University Sparks Hall 1 Murray St. Murray, Kentucky 42071-3308
2	Private	New York University 22 Washington Square North New York, New York 10011
2	Private	Rhode Island School of Design 2 College Street Providence, Rhode Island 02903-2791
2	Private	Saint Mary's College of California P.O. Box 4800 Moraga, California 94575
2	Private	Seattle University Broadway and Madison Seattle, Washington 98122-4460
2	Private	Stanford University Old Union Stanford, California 94305-3005
2	Public	Texas A&M University College Station, Texas 77843-0100
2	Private	Texas Christian University 2800 South University Drive Fort Worth, Texas 76129
2	Public	University of Alabama at Birmingham UAB Station Birmingham, Alabama 35294-1150
2	Public	University of Kansas 126 Strong Hall Lawrence, Kansas 66045-1910
2	Private	University of La Verne 1950 3rd. Street La Verne, California 91750

2	Public	University of Montana Missoula, Montana 59812-1265
2	Public	University of Nebraska at Lincoln 12 Administration Building P.O. Box 880915 Lincoln, Nebraska 68588-0415
2	Public	University of Nevada, Reno Cashell Field House Reno, Nevada 89557-0041
2	Public	University of North Carolina, Chapel Hill CB 2200 Jackson Hall Chapel Hill, North Carolina 27599
2	Private	University of Puget Sound 1500 North Warner Tacoma, Washington 98416-0003
2	Private	University of the Pacific 3601 Pacific Ave Stockton, California 95211
2	Public	University of Wisconsin at Madison 750 University Ave. Madison, Wisconsin 53706-1490
2	Public	University of Wisconsin at Oshkosh 800 Algoma Boulevard Oshkosh, Wisconsin 54901-8602
2	Public	University of Wyoming Box 3435 University Station Laramie, Wyoming 82071
2	Public	West Chester University Emil H. Messikomer Hall University Ave. West Chester, Pennsylvania 19383
2	Public	Western State College of Colorado Gunnison, Colorado 81231

2	Private	Westmont College 955 La Paz Road Santa Barbara, California 93108-1099
1	Private	American Film Institute 2021 N. Western Ave. Los Angeles, California 90027
1	Public	Auburn University 202 Martin Hall Auburn University, Alabama 36849-5145
1	Public	Auburn University at Montgomery 7300 University Dr. Montgomery, Alabama 36117-3596
1	Private	Baylor College of Dentistry 3302 Gaston Dallas, Texas 75246
1	Private	Baylor University P.O. Box 97056 Waco, Texas 76706-9989
1	Private	Boston College Lyons Hall 120 140 Commonwealth Ave. Chestnut Hill, Massachusetts 02167-3804
1	Private	Boston University 635 Commonwealth Ave. Boston, Massachusetts 02215
1	Private	California Institute of the Arts 24700 McBean Parkway Valencia, California 91355
1	Private	California Lutheran University 60 West Olsen Road Thousand Oaks, California 91360-2787
1	CSU	California State University, Bakersfield 9001 Stockdale Hwy. Bakersfield, California 93311-1099

1	Private	Calvary Chapel Bible College P.O. Box AR Twin Peaks, California 92391
1	Private	Campbell University P.O. Box 546 Buies Creek, North Carolina 27506
1	Public	Central Washington University Ellensburg, Washington 98926
1	Private	Charles R. Drew University of Medicine Physician Assistant Program, Mailpoint #42 1621 East 120th Street Los Angeles, California 90059
1	Private	Christ College Irvine 1530 Concordia Irvine, California 92715
1	Private	Claremont McKenna College 890 Columbia Avenue Claremont, California 91711-6420
1	Private	Cleveland Chiropractic College 590 N. Vermont Avenue Los Angeles, California 90004
1	Private	College of Osteopathic Medicine of the Pacific College Plaza Pomona, California 91766-1889
1	Public	College of William and Mary Williamsburg, Virginia 23185
1	Private	Colorado Christian University 180 South Garrison Lakewood, Colorado 80226
1	Private	Colorado College 14 East Cache La Poudre Colorado Springs, Colorado 80903

1	Private	Columbia University 212 Hamilton Hall 116th and Broadway New York, New York 10027
1	Private	Concordia College, Saint Paul 275 N. Syndicate St. St. Paul, Minnesota 55104-5494
1	Private	Cooper Union for the Advancement of Arts and Science 41 Cooper Square New York, New York 10003-7183
1	Private	Cornell University 410 Thurston Ave. Ithaca, New York 14850-2488
1	Private	Cornish College of the Arts 710 East Roy St. Seattle, Washington 98102
1	Private	Duke University P.O. Box 3006 Durham, North Carolina 27702-3006
1	Private	Emory University Atlanta, Georgia 30322
1	Private	Fashion Institute of Design and Merchandising 3420 Bristol Street Costa Mesa, California 92626
1	Public	Florida International University University Park Miami, Florida 33199
1	Public	Florida State University 216 B WJB Tallahassee, Florida 32306-1009
1	Public	George Mason University 4400 University Drive Fairfax, Virginia 22030-4444

1	Private	George Washington University Washington, D.C. 20052
1	Public	Glenville State College Glenville, West Virginia 26351-1292
1	Private	Gonzaga University East 502 Boone Avenue Spokane, Washington 99258-0001
1	Private	Harvard-Radcliffe Colleges Byerly Hall 8 Garden Street Cambridge, Massachusetts 02138
1	Private	Hawaii Pacific University 1164 Bishop Street, Suite 200 Honolulu, Hawaii 96813
1	Private	Hofstra University Hampstead, New York 11550
1	Public	Idaho State University Campus Box 8270 Pocatello, Idaho 83209
1	Private	Illinois College 1101 West College Avenue Jacksonville, Illinois 62650-9990
1	Public	Indiana University-Purdue University at Indianapolis (IUPUI) 425 University Blvd. Room 129 Indianapolis, Indiana 46202-5143
1	Public	James Madison University Harrisonburg, Virginia 22807
1	Private	Johnson and Wales University 8 Abbott Park Place Providence, Rhode Island 02903
1	Public	Kansas State University 119 Anderson Hall Manhattan, Kansas 66506-0102

1	Public	Kutztown University College Hill Kutztown, Pennsylvania 19530
1	Private	Liberty University 3765 Chandler's Mt. Road Lynchberg, Virginia 24506
1	Private	Loma Linda University, La Sierra Campus 4700 Pierce Street Riverside, California 92515-8247
1	Private	Loras College 1450 Alta Vista St. P.O. Box 178 Dubuque, Iowa 52004-0178
1	Private	Loyola College 4501 N. Charles Street Baltimore, Maryland 21210-2699
1	Private	Loyola University 6363 St. Charles Ave. New Orleans, Louisiana 70118
1	Private	Marymount College 100 Marymount Ave. Tarrytown, New York 10591-9990
1	Private	Master's College 217263 Placerita Canyon Rd. P.O. 875 Santa Clarita, California 91322
1	Public	McGill University 845 Sherbrooke Street West Montreal, Quebec Canada PQ H3A 2T5
1	Private	Mercer University at Macon 1400 Coleman Ave. Macon, Georgia 31207
1	Public	Mesa State College P.O. Box 2647 Grand Junction, Colorado 81502

1	Public	Morehead State University 301 Howell-McDowell Ad. Bldg. University Blvd. Morehead, Kentucky 40351-1689
1	Private	Mount Saint Mary College 300 Powell Avenue Newburgh, New York 12550
1	Private	National University 4025 Camino Del Rio South San Diego, California 92108-4194
1	Public	Northern Kentucky University Highland Heights, Kentucky 41099-7010
1	Private	Northwestern University, Chicago Campus 345 East Superior St. Room 1723 Chicago, Illinois 60611
1	Public	Ohio State University Third Floor Lincoln Tower 1800 Cannon Drive Columbus, Ohio 43210-1200
1	Private	Olivet College Main Street Olivet, Michigan 49076
1	Private	Pacific Christian College 2500 E. Nutwood Fullerton, California 92631
1	Public	Plymouth State College Plymouth, New Hampshire 03264
1	Private	Pomona College 333 North College Way Claremont, California 91711-6312
1	Private	Rice University P.O. Box 1892 Houston, Texas 77251

1	Public	Rutgers, State University of New Jersey Camden College of Arts and Sciences P.O. Box 93740 Camden, New Jersey 08101-3740
1	Private	School of the Institute of Art at Chicago 37 South Wabash Ave. Chicago, Illinois 60603
1	Public	South Dakota State University Box 505 Brookings, South Dakota 57007
1	Public	Southwest Texas State University San Marcos, Texas 78666-5709
1	Private	St. Francis Medial Center, College of Nursing 211 Greenleaf Street Peoria, Illinois 61603
1	Public	State University of New York, College at Buffalo 3435 Main Street Buffalo, New York 14214
1	Public	State University of New York, College at Potsdam Pierreport Ave. Potsdam, New York 13676-7901
1	Public	State University of New York, Fashion Institute of Technology Seventh Avenue at 27th Street New York, New York 10001
1	Public	Stephan F. Austin State University P.O. Box 13051 SFA Station Nacogdoches, Texas 75962-3051
1	Public	Temple University Philadelphia, Pennsylvania 19122
1	Public	University of Wisconsin at Stevens Point 2100 Main Street Stevens Point, Wisconsin 54481-3897

1	Public	University of Alabama Box 870182 Tuscaloosa, Alabama 35487-0182
1	Public	University of Central Arkansas 201 Donaghey Ave Conway, Arkansas 72035-0001
1	Public	University of Central Florida P.O. Box 25000 Orlando, Florida 32816
1	Public	University of Cincinnati Clifton Avenue Cincinnati, Ohio 45221-0091
1	Public	University of Colorado at Denver Campus Box 167 P.O. Box 173364 Denver, Colorado 80217-3364
1	Private	University of Denver 2199 S. University Blvd. Denver, Colorado 80208
1	Public	University of Georgia 114 Academic Bldg. Athens, Georgia 30602
1	Public	University of Houston Houston, Texas 77204-2161
1	Public	University of Idaho Admissions Office Moscow, Idaho 83843
1	Public	University of Illinois at Chicago 801 S. Morgan Box 5220 Chicago, Illinois 60680
1	Public	University of Illinois at Urbana-Champaign 10 Henry Administration Building 506 South Wright Street Urbana, Illinois 61801

1	Public	University of Iowa at Iowa City 107 Calvin Hall Iowa City, Iowa 52242-1396
1	Private	University of La Verne, Orange County Center 17400 Brookhurst 3rd Floor Fountain Valley, California
1	Public	University of Louisville 2211 South Brook Louisville, Kentucky 40292
1	Public	University of Minnesota, Twin Cities 240 Williamson Hall 231 Pillsbury Dr. S.E. Minneapolis, Minnesota 55455-0213
1	Public	University of Missouri at Columbia 123 Jesse Hall Columbia, Missouri 65211
1	Public	University of Nebraska at Kearney Kearney, Nebraska 68849
1	Public	University of North Carolina, Willmington 601 South College Road Wilmington, North Carolina 28403-3297
1	Public	University of North Texas P.O. Box 13797 Denton, Texas 76203-3797
1	Public	University of Northern Colorado Greeley, Colorado 80639
1	Private	University of Notre Dame 113 Main Building Notre Dame, Indiana 46556-5602
1	Private	University of Pittsburgh, Pittsburgh Campus 811 William Pitt Union Pittsburgh, Pennsylvania 15260
1	Private	University of San Francisco, Orange County Campus 480 South Batavia Orange, California 92668

1	Public	University of South Carolina Columbia, South Carolina 29208
1	Public	University of South Dakota 414 East Clark Street Vermillion, South Dakota 57069-2390
1	Public	University of Southern Colorado 2206 Bonforte Blvd. Pueblo, Colorado 81001-4901
1	Public	University of Southern Indiana 8600 University Blvd. Evansville, Indiana 47712
1	Public	University of the State of New York, Regents College 1450 Western Avenue Albany, New York 12203-3524
1	Public	University of Toledo 2081 W. Bancroft Toledo, Ohio 43606-3398
1	Public	University of Wisconsin at Green Bay 2420 Nicolet Drive Green Bay, Wisconsin 54311-7001
1	Public	University of Wisconsin at Milwaukee P.O. Box 749 Milwaukee, Wisconsin 53201
1	Public	University of Wisconsin at Superior Old Main Room 136 1800 Grand Avenue Superior, Wisconsin 54880
1	Public	Utah State University University Hall Logan, Utah 84322-1600
1	Public	Virginia Polytechnic Institute and State University 104 Burrus Hall Blacksburg, Virginia 24061-0202

1	Public	Wayne State College 200 East 10th Street Wayne, Nebraska 68787
1	Public	Weber State University 3750 Harrison Blvd. Ogden, Utah 84403
1	Private	West Coast University 440 Shatto Place Los Angeles, California 90020-1765
1	Public	Western Oregon State College Monmouth, Oregon 97361
1	Public	Western Washington University 513 High Street Bellingham, Washington 98225
1	Private	Whittier College 13406 E. Philadelphia Whittier, California 90608
1	Private	Whitworth College Hawthorne Street Spokane, Washington 99251
1	Private	Willamette University 900 State Street Salem, Oregon 97301
1	Private	William Howard Taft University 10061 Talbert Ave. Fountain Valley, California 92708

SADDLEBACK COLLEGE
28000 Marguerite Parkway • Mission Viejo • CA 92692

TRANSCRIPT REQUEST

PERFECTFORMS (818) 249-4490 21314

IMPORTANT! PLEASE PRINT AND PRESS HARD — YOU ARE MAKING 3 COPIES

1. LAST NAME | FIRST NAME | MI

2. STUDENT ID NO.

3. SOCIAL SECURITY NO. — —

4. BIRTHDATE MONTH DAY YEAR

5. OTHER NAMES USED

6. TOTAL NUMBER OF TRANSCRIPT COPIES REQUESTED:
IF MORE THAN ONE COPY:
ALL IN SAME ENVELOPE | IN SEPARATE ENVELOPES

7. WHEN TO SEND TRANSCRIPT
NOW (Does not include current semester grades)
EMERGENCY SERVICE (Additional charge)
WITH WORK IN PROGRESS (Complete additional form)

AFTER FINAL GRADES ARE POSTED FOR
AFTER DEGREE IS CONFERRED
AFTER G.E. / IGETC CERTIFICATION
AFTER GRADE CHANGE IS POSTED
Course_____ Original Grade_____
AFTER COURSE REPETITION IS POSTED
Course_____ Original Grade_____

} FALL / SPRING / SUMMER 19 YEAR

8. MAIL TRANSCRIPT TO:
OFFICE OR PERSON
COLLEGE OR ORGANIZATION
ADDRESS
CITY STATE ZIP

9. CURRENT TELEPHONE/ADDRESS:
( ) AREA TELEPHONE
STUDENT'S NAME
NUMBER STREET APT.
CITY STATE ZIP

DO NOT SEND TRANSCRIPT

CHECK BOX ABOVE FOR PICK-UP

10. STUDENT'S SIGNATURE_____ DATE_____ Amt._____ By_____

TRANSCRIPT POLICIES

1. Requests submitted will usually be mailed or be available for pick-up within five working days from the time of submission. However, *during peak periods such as registration*, there may be some delay.
2. A confirmation will be mailed to you when your transcript request has been processed.
3. Requests that require current semester or term grades should not be submitted until one month prior to end of term.
4. No transcript will be sent until all financial obligations are paid, including fines or fees.
5. Transcripts are not released without the student's signature. Requests by persons other than the student will not be honored without the written authorization of the student.
6. Transcripts from high schools or other colleges cannot be duplicated. The student must apply directly to each school attended for official copies of the student's records.
7. The first **two** copies ever issued are free. Each additional copy is $3.00, **payable in advance** to SADDLEBACK COLLEGE.
8. A **separate** request is required for each addressee.

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SADDLEBACK COLLEGE

Please type or print clearly and complete all information on both sides. 12/92

1. Social Security Number* ☐☐☐-☐☐-☐☐☐☐

STUDENT I.D. NUMBER _____

2. Legal Name
Last First Middle Name

3. This application is for:
☐ Fall 19 ____
☐ Spring 19 ____
☐ Summer 19 ____

4. Sex
☐ Female
☐ Male

5. List other names you have used. If none, check box: ☐
Last First Middle Name

6. Birthdate
Month Day Year

7. Age

8. Legal Address/Residence (Do ***not*** use P.O. Box or business address)
Number Street Apt. No.
City State ZIP Code
I have lived at this address since:
Month Day Year

9. If you have lived at your present address ***fewer*** than two years, list previous address(es)
From: To:
State Month Year Month Year
From: To:
State Month Year Month Year

10. Mailing Address (if ***different*** from Legal Address given above)
Number/Street/Apt. No./P.O. Box City/State ZIP Code

11. My present stay in California began
Month Day Year

11A. Were you, your spouse, or your parent(s) on active military duty or discharged during the last 12 months? ☐ Yes ☐ No

12. If you are 19 years of age or over, answer the following questions about yourself.
If you are under 19 years of age, answer this question about your parent(s).

Have you (or if you are under 19, have either of your parents) ever ...

... registered to vote in a state *OTHER THAN* California? ☐ Yes ☐ No If yes, what year? 19____
... filed a legal action in a state *OTHER THAN* California? ☐ Yes ☐ No If yes, what year? 19____
... attended a *non-California* college/university as a resident of that state? ☐ Yes ☐ No If yes, what year? 19____
... filed as a *NON-RESIDENT* for California State Income Tax purposes? ☐ Yes ☐ No If yes, what year? 19____

13. Telephone HOME: ( ) _____
Area Code Number
BUSINESS: ( ) _____
Area Code Number

14. Place of Birth
City State or Foreign Country

15. Full name of ***last*** High School you attended
Name of High School
City State/Foreign Country Date Last Attended

16. ***Last*** College attended. If none, check box: ☐
Name of College Dates Attended
City/State/Foreign Country Degree Awarded

17. I am a citizen of
Country

18. If you are ***not*** a United States Citizen, please complete:
2 ☐ Permanent Resident _____ Permanent Resident or Visa Number
3 ☐ Temporary Resident (Amnesty)
4 ☐ Refugee, Asylee
5 ☐ Student Visa (F1 or M1 Visa) _____ Issue/Adjustment Date
6 ☐ Tourist (B-1/B-2)
7 ☐ Other (Specify) _____

OFFICE USE ONLY

Residence	District	County	Search	Military Exemption	Special

APPLICATION FOR ADMISSION

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Please type or print clearly all information.

19. Complete this question ***only*** if you are ***under 19*** and have ***never*** been married.

Name of Legal Guardian and relationship: ☐ Father ☐ Mother ☐ Other _____

Is Guardian: ☐ U.S. Citizen ☐ Permanent Resident

☐ Other (Specify) _____

Guardian's last residence: _____ From: _____ To: _____
State Month/Year Month/Year

20. Ethnic Identity* (Please enter number in box below.)

10 =	Chinese	49 =	Other Hispanic
11 =	Japanese	50 =	White, Non-Hispanic
12 =	Korean	55 =	Middle Eastern
13 =	Laotian	60 =	American Indian, Alaskan Native
14 =	Cambodian	70 =	Pacific Islander; Samoan
15 =	Vietnamese	71 =	Pacific Islander; Hawaiian
16 =	Indian Sub-Continent	72 =	Pacific Islander; Guamanian
19 =	Other Asian	79 =	Other Pacific Islander
20 =	Black, African-American	80 =	Other Non-white
30 =	Filipino	90 =	Decline to state
40 =	Mexican, Chicano, Mexican-American		
41 =	Central American		
42 =	South American		

21. What is your main educational goal? (Please enter number in box below.)

1 = Prepare for a new career (acquire new job skills).
2 = Advance in current job/career (update job skills).
3 = Discover/develop career interests, educational plans and goals.
4 = Obtain a two-year Associate's degree (vocational) *without transfer*.
5 = Obtain a two-year Associate's degree (non-vocational) *without transfer*.
6 = Obtain a vocational certificate *without transfer*.
7 = Obtain a vocational certificate and transfer.
8 = Obtain a Bachelor's degree *after* completing an Associate's degree.
9 = Obtain a Bachelor's degree *without* completing an Associate's degree.
10 = Maintain license (e.g., nursing, real estate).
11 = Improve basic skills in English, reading or mathematics.
12 = Complete credits for high school diploma or GED.
13 = Personal development (intellectual, cultural).
14 = Undecided on goal.

22. What is your primary language?* (Please enter number in box below.)

1 =	English	5 =	Filipino	9 =	Spanish
2 =	Armenian	6 =	Japanese	10 =	Vietnamese
3 =	Chinese	7 =	Korean	11 =	Other language
4 =	Farsi	8 =	Russian		

22A. *If English is your second language*, please circle *Yes* or *No* after each question below.

1 =	Do you have difficulty speaking English or understanding spoken English?	Yes	No
2 =	Do you have difficulty reading or writing English?	Yes	No
3 =	Do you plan to take English as a Second Language classes at Saddleback College?	Yes	No

23. **Highest** Educational Status (Please enter number and year in boxes below.)

1 = Earned a U.S. High School diploma in 19____.
2 = Special student currently enrolled in grade 12 or below.
3 = Not a High School graduate; currently enrolled in adult school.
4 = Not a High School graduate; last attended High School in 19____.
5 = Passed the GED or received a certificate of H.S. equivalency in 19____.
6 = Earned California High School Proficiency Certificate in 19____.
7 = Earned a Foreign Secondary diploma or certificate of graduation in 19____.
8 = Earned an Associate's degree in 19____.
9 = Received a Bachelor's or higher degree in 19____.

Number Year (19)

24. Enrollment Status (Please enter number in box below.)

1 = First-time college student.
2 = First time at Saddleback College, transferred FROM another college.
3 = Returning to Saddleback College AFTER attending another college.
4 = Returning to Saddleback College WITHOUT having attended another college.
5 = Enrolling in college WHILE attending school in 12th or lower grade.

25. College units or degree completed by first day of this term. (Please enter number in box below.)

1 =	0 Units	4 =	30 to 59.5
2 =	1.5 to 15.5	5 =	60 or more units, no degree
3 =	16 to 29.5	6 =	AA, AS, BA, BS or higher degree

26. Major Code (see list) _____

(*) NOTICE TO STUDENTS: Your responses to questions marked with this symbol will be used to provide you with information on college programs and services and/or for research and statistical purposes only. Refusal to provide this information will not be used to deny admission to the college or any of its programs.

* * *

If additional information is needed to determine your residence status, you will be required to complete a supplemental residence questionnaire and/or to present evidence in accordance with Education Code Sections 68040 *et seq.* The burden of proof to clearly demonstrate both physical presence in California and intent to establish California residence lies with the student.

NON-DISCRIMINATION POLICY:
All programs and activities of the Saddleback Community College District shall be operated in a manner which is free of discrimination on the basis of race, color, national origin, ancestry, religion, creed, sex, marital status, sexual orientation, age, handicap or veteran's status.

27. Certification: I declare under penalty of perjury that all information on this form is correct. I understand that falsification or withholding information required on this form shall constitute grounds for dismissal.

_____
Signature *Date*